



# Minute-By-Minute

Minute-By-Minute is the Monthly Newsletter of the

North Carolina Association of Municipal Clerks

February  
2015

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## Join NCAMC

Know a clerk or deputy clerk who wants to join NCAMC? For membership information, email committee chair Jim Byrd, CMC, NCCMC of Wilkesboro at the following address:

[jbyrd@wilkesboronorthcarolina.com](mailto:jbyrd@wilkesboronorthcarolina.com)

## Now, join IIMC

If you have joined the North Carolina Association of Municipal Clerks and are wondering what else you can do to grow in your profession, you definitely need to consider joining the International Institute of Municipal Clerks. IIMC is the certifying arm for clerks worldwide. For more information go to the website:

[www.iimc.com](http://www.iimc.com)

If you would like to submit an article of interest for the newsletter, email committee chair Tammy Hatley, MMC, NCCMC of King at the following address:

[thatley@ci.king.nc.us](mailto:thatley@ci.king.nc.us)

## President Kelly's February Message:



Hello NCAMC **PEARLS** (Professional Ethical Adaptable Resilient Loyal Successful) Clerks!

It's February and even though it's the shortest month of the year there's a lot to celebrate, including Super Bowl Sunday (Patriots or Seahawks?), Groundhog Day, Valentine's Day, President's Day, Mardi Gras, Ash Wednesday, American Heart Month, Black History Month, Chocolate Lover's Month, National Bird Feeding Month and National Dental Month. There's something for everybody—from bird lovers to chocolate lovers.

In January, as is our custom, we hit the ground running full speed! So far, we've been spared the bitter winter weather that is not uncommon this time of year and for that we're grateful. This same winter weather is usually something that periodically interferes in our pursuit of educational opportunities at the IIMC Region III Annual Conference and/or the City and County Clerks' School. Aside from cold, even in Jacksonville, Florida, the wealth of instruction was engaging, informative and in some cases, inspiring.

Speaking of Jacksonville, Florida, the Florida Association of City Clerks (FACC) hosted the 2015 IIMC Region III Annual Conference January 14-16th. I was delighted and honored to represent North Carolina as President of NCAMC. While Florida, as host state, had the most in attendance, Alabama, Georgia and South Carolina were represented as well.

FACC took great care to roll out the red carpet for all in attendance at this conference. The theme for this conference was "Boldly Navigating through Change". The theme truly captured what we encounter on a daily basis within our own municipalities. It's no secret that change comes in many different forms. No matter what the change, how we adapt to it ultimately can teach and help us remain PEARLS, in spite of the change. The educational sessions were thought provoking and reminded us that no matter what, a positive attitude is the best weapon in our ever changing environments. The key-note speaker was Rick Caldwell, President of a training company named RCultures. He has family ties to North Carolina, having grown up and attended school in Charlotte. His topic was "Boldly Navigating through Change – A Deeper Understanding of Generational Diversity in the Workplace". He did two different sessions that were humorous and enlightening on the subject of cultural diversity. And, who knew

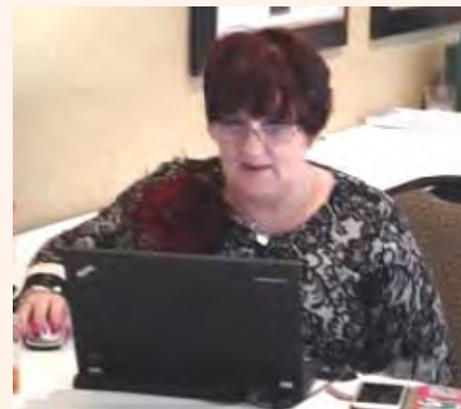
that the way one drinks their coffee could be so revealing? His focus was not on our many cultural differences, but our similarities. Awesome! At the Business Meeting, I reported on the hard work, dedication and commitment of the officers, board of directors and committee members of NCAMC to strengthen our organization and to continue providing opportunities for learning and professional growth for the clerks across our



Presenter Rick Caldwell, from Charlotte, NC. He presented sessions on cultural diversity.

state. I reported on the retirement of Professor Fleming Bell and the tributes paid to him in recognition of his more than 31 years of working with the clerks. And finally, I reported that North Carolina will host the 2016 IIMC Region III Annual Conference February 17-19, 2016. I invited everyone to make plans to attend and assured them we would do our best to make their stay educational and memorable. At the time of the Region III Meeting, the Board had not decided on a location for the 2016 IIMC Region III Annual Conference. During the City and County Clerk's School, the Board met and voted to approve the Courtyard Marriot at Carolina Beach as the host hotel. The room rates for this event will be \$65.90 for standard Oceanfront rooms. Mark your calendars and plan your budgets so you can attend. As the Host State, we want to show our support by attending this event.

As I write, we just concluded another successful City and County Clerk's School. Hat's off to Carla Stowe and Trey Allen for all their efforts pulling everything together. In addition to providing the basics for the New Clerks Academy, Trey took suggestions from the program committees of both associations, tapped into the wealth of knowledge available at the School of Government and the end result provided us with information and understanding on subjects we can use in our daily work. The course materials can be assessed through the School of Government's website by clicking on the <http://www.sog.unc.edu/node/1265>. We were also delighted to have a new speaker for the



Master Clerks Academy I session on Wednesday. Nicole Greer, a high energy, humorous and entertaining trainer, facilitator, and coach had two very interactive, informative and entertaining sessions, "Vibrant Leadership: The Art of Transcendent Leadership" and "Energize your Life! Declutter Your Professional and Emotional Life". We hope we can use her again.



At the School, the Membership, State Certification and We Share Our Services (WSOS) Committees took time to prepare information boards explaining more about their respective committees answer questions and provide information and applications during breaks. I commend Jim Byrd, Lisa Stites and Deeda Harris, the Chairperson of these committees for their leadership and dedication to spreading the word about these important committees.

So mark your calendars and getting ready! The dates and locations for the Spring Regional Academies have been confirmed. The dates and locations are:

April 10	Vanceboro
April 17	Cornelius
April 24	Apex
May 1	Jonesville

I hope you will find the location closest to you and join us for a day of learning and fun. I look forward to seeing you at one of these locations this spring.

The 2015 IIMC Annual Conference is going to be in Hartford, Connecticut, May 17-20, 2015. This will be the first 4-day annual conference but it will still be chocked full of planned education programs that will satisfy our quest for the latest information, resources, ideas and education to help us do the work and serve our respective communities better. There will also be plenty of networking opportunities, but with colleagues from around the world. If you're thinking about attending and would like to apply for a scholarship for FREE conference registration, the Municipal Clerk Education Foundation (MCEF) awards 2 free conference registrations to each region. So that means, the two Region III Directors, Lynette Ogden and Kelly Lovette, will choose two recipients from our region to receive free registrations. If you're interested in applying and meet the criteria, you can download the application from the IIMC website, complete it and submit it to IIMC Headquarters by February 13, 2015. **The application must be at IIMC Headquarters by the deadline date.** This is a wonderful opportunity, but you must apply for a chance to win.

And finally, congratulations to Sabrena Ann Rhinehardt, CMC, from the Town of Leland for recently receiving her CMC designation. What a PEARL!

Stephanie Kelly  
NCAMC President



Pictured from left: NCAMC President Stephanie Kelly, Camilla Pitman, Greenville, SC, Donna Young, North Augusta, SC, Region III Director Lynette Ogden, and Region III Director Kelly Lovette at the IMC Region III Annual Conference, January 14–16, 2015 in Jacksonville, Florida.

# Winter on the Outer Banks

Michelle Gray  
District 1 Director

You may ask what is there to do in the winter at the beach, a lot! People love to visit the Outer Banks in the fall and winter. The temps are cooler, traffic has dropped off, and the pace of life has slowed down. Local businesses are able to relax after a busy, successful summer. While some close for the winter for their vacation, there's still plenty open to welcome winter guests.

Here's a short list of things to do on the Outer Banks in the winter:



Surf fishing – grab your poles, bait and waders and head to the Outer Banks for surf fishing. Just ask anyone - the Outer Banks is known for surf fishing in the winter! Check out our many fishing piers too.

Beach driving – no one can visit the Outer Banks without driving on the beach. The sunbathers have left and now the beach can be your roadway.

NC Aquarium - if catching fish is not your style – visit the Roanoke Island Aquarium. There you'll see all sorts of fish, turtles, alligators, otters, the list goes on and on...

Beach combing – like to pick up sea shells? Winter is the best time to stroll the beach to collect some of nature's beauty.

Jockey's Ridge – climb the ridge without scalding your feet! The park is open year round and offers fabulous sunset views.

Nags Head Woods Nature Conservancy – like to hike or run? NH Woods has six miles of trails to explore, bird watch or quiet solitude while sitting under a 400 year old tree.



Wright Brothers Memorial – visit where flight first began.

Town of Nags Head Art Gallery – visit Town Hall during normal working hours to tour the halls filled with art from local artists. It's an unknown secret that it's considered one of the best collections of art on the Outer Banks.



So load up and head to the Outer Banks this winter because we're HERE with lots to do!!





# NC Clerks earn IIMC Designations

## McDonald earns CMC designation



North Carolina Clerk, Sabrina Yvette McDonald has received the International Institute of Municipal Clerks Certified Municipal Clerk (CMC) designation.

Sabrina Y. McDonald, CMC began her career on July 20, 1995, at the City of Rockingham as a Telecommunicator in the Police Department. In July 1998 she became the Assistant City Manager/Safety Coordinator, a position she currently holds. In 2003 she was given the additional duties of Deputy City Clerk.

In addition to her CMC, Sabrina received a Master of Science Degree in Adult Education concentration higher education from NCA&T, and a Bachelor of Arts Degree in Political Science concentration public administration from WSSU.

Sabrina's philosophy on life is: Life isn't about waiting for the storm to pass; it's about learning to dance in the rain. She enjoys singing, dancing, reciting poetry, public speaking and helping others.

Sabrina McDonald, CMC joined IIMC in April 2006 and earned her CMC designation in October of 2014.

Congratulations to Sabrina Yvette McDonald, CMC!

## Megill earns MMC designation

North Carolina Clerk, Pamela J. Megill has received the International Institute of Municipal Clerks' highest honor the Master Municipal Clerk (MMC) designation.

Pamela J. Megill, MMC began the North Carolina phase of her career with the City of Fayetteville in 2011 as City Clerk; however, this was her third City Clerk job over three states which include Texas, Georgia, and currently North Carolina.

Pamela earned her CMC in 2004 while serving as City Secretary for the City of Copperas Cove, Texas. She was also awarded the Texas Registered Municipal Clerk (TRMC) designation in 2000, and re-certified as TRMC in 2005. Pamela joined IIMC in 2000 and was notified by IIMC in November 2014 that she had received her MMC. She became a member of the North Carolina Association of Municipal Clerks in 2011.

Congratulations to Pamela J. Megill, MMC!

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# February Birthday Calendar

1 Camela Dungee  
Brandi Ashe  
Lora Flieger  
Lori Hunt

4 Bernice Cato

5 Molly Eubank

6 Amy Miller  
Connie Spell

7 Regina Rosy  
Sherry L. Hudson

8 Lisa Markland  
Lori Kopec  
Kim Bryant

10 Linda Bethune

11 Susan Powell

12 Vickie Best

14 Diane Starnes  
Wendy Morton  
Valentine's Day

15 Peggy Hinshaw  
Valarie Halvorsen  
Laura Duval  
Jodi Laird

17 Amy Johnson  
Phillip Britt

18 President's Day

19 Jennifer Gray

21 Tracy Sullivan  
Carmen Gonzalez

22 Teresa Wiliford  
Cristal Jenkins  
Patricia Laws

24 Laney Mitchell  
Valarie Lynn Thomas  
Cynthia Bennett

25 Virginia Creighton  
Tina Woolard  
Amy Falowski  
Marie Garris

27 Jeanine Burus  
Joyce Bailey





# NCCMC Applications Now Being Accepted



Applying for state certification this year? Applications must be postmarked by March 31 to be considered by the Committee. Certifications will be awarded at the summer conference in Durham. To qualify for certification, you must have been a member of the Association for two years and meet one of the following criteria:

- Have successfully completed all of the course requirements of the IIMC Clerks' Certification Institute of the School of Government of The University of North Carolina, including completion of the Institute's written examinations with passing scores; **or**
- Have a minimum of three years' experience as a full-time municipal clerk, deputy municipal clerk, assistant municipal clerk or secretary for an independent authority and complete the written examination with a passing score; **or**
- Have previously received the Certified Municipal Clerk or Master Municipal Clerk designation from the International Institute of Municipal Clerks (IIMC); **or**
- Have successfully completed the Municipal and County Administration Course at the School of Government of The University of North Carolina at Chapel Hill.

Applications are available online at <http://www.ncamc.com>. Applications should be sent to Lisa Stites, c/o Town of Oak Island, 4601 E. Oak Island Drive, Oak Island, NC 28465. For more information, please email Lisa at [lstites@ci.oak-island.nc.us](mailto:lstites@ci.oak-island.nc.us).



## News from around the Clerk's Association

- ♥ Congratulations to Michele Davis as she pursues a different career path with the Town of Beaufort.
- ♥ We welcome Jennifer Allen as the new Town Clerk for Beaufort.



## 2015-16 Board of Directors and Officers

**CALLING ALL CLERKS!** Your Association needs your Help. Please considering apply for the Board of Directors for Districts 2, 4, 6, 8, 10 and 12, 2<sup>nd</sup> Vice President and Recording Secretary for the 2015-16 year. It takes many volunteers to keep our wonderful Association moving forward and I hope that you will consider serving your fellow Clerks in this capacity. The 2015-16 application is included in this newsletter and will be posted to the NCAMC website. The deadline for submitting your application will be April 15, 2015. Check out the NCAMC website for a full description of the District Director and Officer positions. Don't hesitate to contact me if you have any questions: Immediate Past President Dale Martin at [dmartin@toknc.com](mailto:dmartin@toknc.com) or 336-992-0404.





## NCAMC DIRECTOR AND OFFICER APPLICATION FORM

NAME \_\_\_\_\_ TITLE \_\_\_\_\_

MUNICIPALITY \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

NCAMC DISTRICT NUMBER: \_\_\_\_\_ CMC? \_\_\_\_\_ MMC? \_\_\_\_\_

YEARS AS MUNICIPAL CLERK \_\_\_\_\_ YEARS AS NCAMC MEMBER \_\_\_\_\_

Activities in which you have been involved in NCAMC (committees etc.): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am interested in serving in the following capacity (check all that apply):

Second Vice President

Recording Secretary

District Director

If interested in serving as an **Officer** (Second Vice President or Recording Secretary), the NCAMC Constitution requires that you be an active member of the Association for at least five years and that you have served one full term on the Board of Directors. List years you have served in this capacity: \_\_\_\_\_

Candidates for the **Board of Directors** shall have been active members of the Association for at least three years. It is desirable, but not required, that candidates for the Board of Directors have achieved CMC or NCCMC designation.

I feel that I am qualified to serve in this office because: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Send Completed Interest Form by **April 15, 2015** to:

Dale Martin, MMC, NCCMC

Town of Kernersville, P.O. Box 728, Kernersville, NC 27284

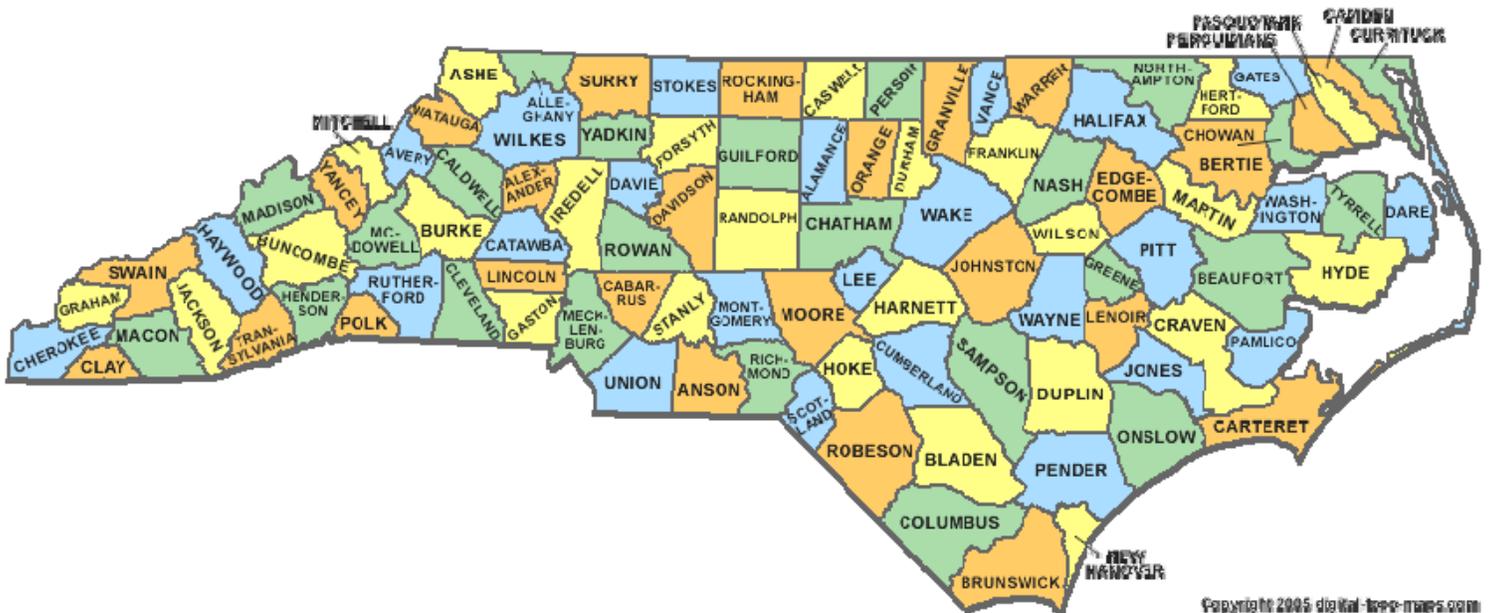
Email: [dmartin@toknc.com](mailto:dmartin@toknc.com)

Office: 336-992-0404

Fax: 336-996-4822



## FY 2015-2016 BOARD OF DIRECTORS [Even Numbered Districts]



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**District 2:** Counties of Beaufort, Carteret, Craven, Hyde, Jones, Onslow, Pamlico

**District 4:** Counties of Greene, Johnston, Lenoir, Pitt, Wayne, Wilson

**District 6:** Counties of Alamance, Caswell, Chatham, Durham, Granville, Orange, Person, Vance, Wake

**District 8:** Counties of Anson, Cabarrus, Mecklenburg, Montgomery, Richmond, Stanly, Union

**District 10:** Counties of Alexander, Alleghany, Ashe, Avery, Caldwell, Iredell, Surry, Watauga, Wilkes, Yadkin

**District 12:** Counties of Buncombe, Cherokee, Clay, Graham, Haywood, Hender-

# IIMC BOARD OF DIRECTORS FOR DISTRICT III

**MAY I HAVE YOUR ATTENTION PLEASE!** North Carolina is a member of the International Institute of Municipal Clerks (IIMC) District III. It consists of North Carolina, South Carolina, Georgia, Alabama and Florida. Our District has two (2) members on the Board of Directors. Membership is rotated so that members from each State have the opportunity to serve. It is North Carolina's turn to participate. The term for Kelly Lovette from SC will be expiring this year.

The NCAMC Nominating Committee is requesting any Clerk interested in serving on the IIMC Board of Directors to please notify Dale Martin, Immediate Past President, by Friday, March 6, 2015, of your interest. The qualifications for serving are below:

## Director Qualifications

A Director's term of office is three years. Candidates for the Director's office must meet the following qualifications:

Have served at least three years as a Municipal Clerk as defined in Article III of the IIMC Constitution; and, if elected, remain a full or additional full member during the term of office

Have been an IIMC member for at least three years

Written endorsement of candidacy from the legislative governmental body they represent

Have attended at least three annual conferences (candidates from Regions I through IX)

The NCAMC Board of Director's met at the Annual City/County Clerk's Academy on Thursday, Jan. 22nd at 4:30 PM and recommended President Stephanie Kelly serve in this capacity until such time a replacement is found. The NCAMC Board of Directors will consider a recommendation of the Nominating Committee at their March 13<sup>th</sup> meeting. Below is what is required to be considered for this recommendation.

All candidates running for office must submit the following items:

A completed [nomination form](http://www.iimc.com/index.aspx?nid=110) (<http://www.iimc.com/index.aspx?nid=110>):

- A completed nomination form announcing his or her candidacy 120 days prior to the annual meeting. (The deadline has passed for original appointment)
- A recent photograph for use in the News Digest - (must be a high quality digital photograph, printed pictures are not acceptable.)

A 200-word essay (not to exceed 200 words) detailing the candidate's qualifications and emphasizing activities in the Municipal Clerk's profession. Note: Candidates agree and understand that the above information will be published as received in the News Digest. If the submitted statement exceeds 200 words, only the first 200 words will be published without editing by IIMC staff.

Please email the above mentioned documentation to [dmartin@toknc.com](mailto:dmartin@toknc.com) by Friday, March 6, 2015. If you have any questions, please do not hesitate to contact Dale by email or at 336-992-0404.



## **The North Carolina Association of Municipal Clerks Needs You!!!!**

In this issue of MINUTE-BY-MINUTE, you will find the 2015/2016 Committee Volunteer Form. If you are interested in serving on any of the Association's Committees, please complete the form and return it to Jeanne Giblin, First Vice President, at the address shown on the bottom of the form. If you are currently on a Committee and wish to be reappointed, please resubmit an application expressing your interest.

The Committees are the backbone of our Association. The Board of Directors depends on recommendations from the Committees for many of their decisions. Service to the Association helps make NCAMC stronger and better and for those earning points toward Certified Municipal Clerk or Master Municipal Clerk certification, active Committee work counts.

Many of the Committees meet by e-mail and/or phone and do not require out of office travel. If you have any questions regarding the duties and responsibilities of any of the Committees, information is available on the NCAMC website under the Leadership Tab at [www.ncamc.com](http://www.ncamc.com) or call me at 252-726-6848, Extension 139. I will do my best to explain.

In addition to the NCAMC Committees, I highly recommend serving on one of the North Carolina League of Municipality Committees. These are: Tax & Finance Legislative Action Committee, Planning & Environment Legislative Action Committee, General Government Legislative Action Committee and Regulatory Advisory Committee. Serving on any of these Committees also contributes points toward Clerk certification. Information on these Committees can be found on the League's website at [www.nclm.org](http://www.nclm.org). Under the Legislative Advocacy drop down box, click on "Get Involved," Policy Committees.

Please give your involvement in your Association serious consideration and submit your application by April 30<sup>th</sup>. The 2015/2016 application is also on our website. I look forward to hearing from you soon and thank you for your willingness to make our Association the best it can be!

Jeanne Giblin, First Vice President

**North Carolina Association of Municipal Clerks  
Committee Volunteer Form**

Please submit the volunteer form to First Vice President Jeanne Giblin at the contact information listed below. If you are currently serving on a committee and wish to be considered for reappointment, please resubmit an application. The deadline for submitting applications is April 30, 2015.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Municipality: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Years as a Municipal Clerk: \_\_\_\_\_ Deputy Clerk: \_\_\_\_\_ Certifications: CMC [  ] MMC [  ] NCCMC [  ]

I am interested in serving on the following committee[s]. Please list in order of preference:

1] \_\_\_\_\_ 2] \_\_\_\_\_

3] \_\_\_\_\_ 4] \_\_\_\_\_

Have you ever served on a NCAMC Committee[s]? If so, please list them: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Choose from the following list of NCAMC Committees\*

- |   |                                  |
|---|----------------------------------|
| Finance Committee   | Leaving a Green Legacy Committee |
| Legislative Committee   | Membership Committee             |
| Program and Education Committee   | State Certification Committee    |
| We Share Our Services [WSOS] Committee  | Web Site Committee               |
| Site Selection Committee for 2018 [ <i>only volunteers</i> from the Piedmont/Central Area of N.C.]  |                                  |
| Publicity Committee [Includes Newsletter Coordinator, News Release Coordinator, Birthday/Events Calendar Coordinator, Annual Report Coordinator, and Scrapbook Coordinator] |                                  |

\*For detailed information about the Committees, please visit our website at [www.ncamc.com](http://www.ncamc.com).  
Click on the Leadership Tab and then click on Committees.

North Carolina League of Municipalities [NCLM] Committees

NCLM has transitioned to three [3] Legislative Committees and one [1] Regulatory Advisory Committee. These seats are appointed by the NCLM President. If you are interested in serving on one of these Committees, please indicate your interest below. You may check more than one. Your interest in serving will be provided to the NCAMC Board of Directors when these seats are available for appointment.

- [  ] Tax & Finance Legislative Action Committee
- [  ] Planning & Environment Legislative Action Committee
- [  ] General Government Legislative Action Committee
- [  ] Regulatory Advisory Committee

Please submit your completed form to First Vice President Jeanne M. Giblin. You may mail, fax, or email the form to Jeanne M. Giblin, Town of Morehead City, 706 Arendell Street, Morehead City, N.C. 28557; fax: 252-222-3082; Email: [mcclerk@bizec.rr.com](mailto:mcclerk@bizec.rr.com) or call Jeanne at 252-726-6848, Ext. 139, if you have questions.



## Valentines Candy Bouquet

### Materials:

- Large, flat chocolate bars (4)
- Regular-sized candy bars (8)
- Long, thin dowels
- Craft foam
- Packing tape
- Cupcake wrappers
- Tissue paper

### Directions:

- 1) Trim the craft foam so that it is just the width of the large chocolate bars.
- 2) Line the bars up around the craft foam and taped them together using clear packing tape. This makes the vase, with the craft foam in the center.
- 3) Tape a dowel onto the back of each candy bar.
- 4) Gently poked the dowels through a flower-shaped cupcake wrapper and slid it up the dowel until it sat just below the candy bars. This makes the candy bars look like flowers. Secure each cupcake wrapper onto the candy bar with a small piece of tape.
- 5) Assemble the candy bouquet and poke a few pieces of tissue paper into the bottom of the vase to conceal the dowels.

**That's it! This Valentine's Day gift took about 30 minutes to assemble and cost less than \$15. Who wouldn't love getting a big ol' bouquet of edible chocolate "flowers" in a scrumptious vase?.**

Source: Word of Mom Blogs | Posted: June 11, 2013

## Beef Filets with Onion Sauce



### INGREDIENTS

2 (6- to 8-ounce) beef filets  
1/2 teaspoon salt  
1/4 teaspoon pepper  
1 tablespoon canola oil  
1 tablespoon butter or margarine  
1 small yellow onion, sliced and separated into rings  
1 small red onion, sliced and separated into rings  
1 bunch green onions, chopped  
6 shallots, chopped  
2 garlic cloves, minced  
1/4 cup cognac\*  
1/4 cup beef broth  
Salt and pepper to taste

### DIRECTIONS

1. Sprinkle beef evenly with 1/2 teaspoon salt and 1/4 teaspoon pepper. Brown filets in hot oil in an ovenproof or cast-iron skillet over medium-high heat 3 minutes on each side. Remove filets, reserving drippings in skillet.
  2. Melt butter in drippings over medium-high heat. Add yellow and red onion rings, and sauté 5 minutes.
  3. Add green onions, shallots, and garlic, and sauté 10 to 15 minutes or until lightly browned. Stir in cognac and broth; cook over medium-high heat, stirring constantly, until liquid evaporates (about 5 minutes). Place filets on top of onion mixture in skillet. Cover with aluminum foil.
  4. Bake at 400° for 15 to 20 minutes or until a meat thermometer inserted into thickest portion of meat registers 135° (medium rare).
  5. Remove filets from skillet, reserving onion mixture in skillet; cover filets loosely, and let stand at room temperature 10 minutes.
  6. Cook onion mixture over medium heat, stirring constantly, 5 minutes or until liquid evaporates. Add salt and pepper to taste. Serve with filets.
- \*1/4 cup red wine or beef broth may be substituted for cognac.

**Cook Time:** 56 Minutes  
**Prep Time:** 30 Minutes  
**Stand:** 10 Minutes

Originally published Beverle Grieco, Houston, Texas, [Southern Living](#)  
FEBRUARY 2006

## TWICE BAKED POTATO CASSAROLE



### INGREDIENTS

- ◆ 5 lb russet potatoes
- ◆ 10 slices bacon
- ◆ 8 oz cream cheese
- ◆ 1/2 cup unsalted butter, melted
- ◆ 1 cup sour cream
- ◆ 1/4 cup chives, minced
- ◆ 2 1/2 cups cheddar cheese, grated
- ◆ 2 teaspoons kosher salt
- ◆ 1/2 teaspoon pepper

### DIRECTIONS

1. Preheat oven to 350 degrees. Peel potatoes, and cut into 1-inch chunks. Place in a large saucepan, and add enough cold water to cover by about 2 inches. Bring to a boil over medium-high heat, and reduce to a simmer. Cook until tender and easily pierced with a paring knife, about 20 minutes. Transfer to a colander to drain; return to pan, cover, and set aside.
2. Meanwhile, heat a large skillet over medium heat. Add bacon, and cook until crisp and browned, turning once. Transfer to paper towels to drain; let cool, and crumble into pieces.
3. Using a fork, mash the potatoes in pan until light and fluffy. Add the cream cheese, butter, and sour cream, and stir until combined and smooth. Add the chives, 2 cups cheddar cheese, half the bacon, salt, and pepper. Stir until well combined.
4. Transfer to a buttered 3-quart baking dish. Top with remaining 1/2 cup cheddar cheese. Bake until top is slightly golden and potatoes are heated through, about 30 minutes. Remove from oven; garnish with remaining bacon. Serve immediately.

## VALENTINE'S COOKIES

### INGREDIENTS

- ◆ Strawberry wafer cookies
- ◆ Candy melts
- ◆ Valentine sprinkles

### DIRECTIONS

- 1) Melt candy melts
- 2) Dip wafer cookies in melted candy
- 3) Add Valentine sprinkles
- 4) Lay on parchment paper
- 5) Refrigerate 30 minutes to set candy

